

BLEADON PARISH COUNCIL

www.bleadonparishcouncil.gov.uk



Clerk to the Parish

Bruce Poole

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Office Hours 10.00 am – 1.00 pm Monday to Friday

Prior to the commencement of the formal part of the meeting the following people spoke:

Councillor Terry Porter He pointed out to those present that the recent planning application served on Weston-super-Mare Town Council would also have an impact on the parish of Bleadon due to its close proximity to Hilcote

Mrs Penny Skelley She expressed her thanks to the residents of Bleadon for allowing her to serve as Parish Councillor and more importantly as the Chairman for these past 12 years. She also thanked all those who had served with her and for the many initiatives and successes that had been accomplished to the benefit of the community.

On a proposal from Councillor Mrs Carole Findlay she was warmly thanked for her past service to the community which was also warmly applauded by those present at the meeting.

Minutes of the Annual Parish Council Meeting (part two) of Bleadon Parish Council that was held in the **Coronation Hall Coronation Road Bleadon on Monday 8th June 2015** that commenced at **7.30pm** when the following business was transacted.

PRESENT Mrs P J Skelley (Retiring Chairman) together with Councillors Mesdames I D Clarke C Findlay M Sheppard Mr I Gibson and the Parish Clerk Mr B Poole

In addition there were fourteen members of the public present together with District Councillor Mr Terry Porter.

274.1 To elect a Chairman

Mrs I D Clarke was duly proposed but found no seconder.

Subsequently Mr I Gibson was proposed and after some cajoling the proposal found a seconder.

Resolved that Mr I Gibson be elected a chairman of the council

274.2 To receive a Statutory Declaration of Office

The Statutory Declaration of Office was undertaken by Councillor Ian Gibson

274.3 To receive any apologies for non attendance

None

274.4 To elect the following persons to fill the current five vacancies on the Council namely :

Claire Gutsell
Georgina Peacock
John Fowler
Steve Hartree
Stephen Webber

A lengthy discussion ensued as to what steps the members were prepared to take in order to fill the 5 vacancies. The Clerk pointed out that following an ordinary election should there be insufficient persons nominated to fill all the available seats the parish has 35 days from the date of the election to co-opt persons to fill those vacancies without the necessity of advertising for a potential bye election. Following the recent announcement in the "Bleadon News" where an article had suggested that volunteers were needed to fill the spaces a number of people as listed offered their services.

(Section 39(4) Representation of the People Act 1983 and section 21(2) Representation of the People Act 1985)

It was pointed out by Councillor Findlay that due to insufficient members being elected to the Parish Council it will as a consequence be debarred from using The General Power of Competence and at the same time would have lost Quality Council Status. As to the latter the Parish Clerk indicated that due to changes to this award scheme the Parish Council qualified as a Foundation Awardee which would expire on the first of January 2016 when it would be necessary to re-apply for accreditation under the new scheme.

As a result of these discussions and the seemingly apparent uncertainty M/s Georgina Peacock indicated that she no longer wished to be considered for co-option. The clerk also indicated that he had received an indication of an offer to volunteer which had been received after the circulation of the agenda from Mrs Maureen Reynolds.

Resolved that the Parish Council ask North Somerset to make the necessary arrangements for an election to take place as soon as possible.

Having taken this decision the members were mindful that such an action will come at a cost.

274.5 To receive the Declarations of Office

As an outcome of the foregoing resolution the proposed co-options did not take place

274.6 To receive any apologies for non attendance

None

274.7 To receive any declarations of interest

None

274.8 To elect a Vice Chairman

Two such nominations were proposed neither of which received a seconder

274.9 To Elect the following Committees

- (a) Planning
- (b) Open Spaces
- (c) Finance & Personnel

Resolved that this be actioned when a full complement of members was in place.

274.10 To agree brief holders for the following village responsibilities

- (a) Allotments
- (b) Play Area
- (c) Churchyard
- (d) Roads & Transport
- (e) Footpaths & Bridleways

Resolved that this be actioned when a full complement of members was in place.

274.11 To propose Representatives to the following Village Organisations

- (a) Coronation Hall Councillors Clarke & Gibson
- (b) Youth Club Councillor Findlay
- (c) ALCA

- 274.12 To re-adopt the Council's Corporate Policy**
Resolved to re-adopt the Council's Corporate Policy subject to it being reviewed over the next few months
- 274.13 To approve the Council's Asset Register**
Resolved to approve
- 274.14 To review the Council's Insurance Policy**
Resolved to approve
- 274.15 To approve the Council's Bank Mandate**
Resolved to be any two from nine councillors (when appointed) together with the Parish Clerk Mr B Poole for the purpose only of making contact with the Bank.
- 274.16 To receive the Parish Council's Financial Statement for the year ending 31st March 2015**
- (a) To approve the Annual Accounts for the year ending 31st March 2015
- The members having confirmed that they had duly perused the Annual Accounts for the year end 31st March 2015 they were happy to:
- Resolved to approve the Annual Accounts for the year ended 31st March 2015
(copy attached to the minutes)
- They further agreed to ensure that the Internal Auditor's Report would be duly considered at a subsequent meeting of the Finance & Personnel Committee.
- (b) To approve the Annual Governance Statement
- Resolved to approve the Annual Governance Report
- (c) To review the effectiveness of the internal audit
- Resolved to review the effectiveness of the internal audit when it was agreed that a more comprehensive perusal would be undertaken by the Finance & Personnel Committee
- 274.17 To re-appoint the Clerk as the Council's Responsible Financial Officer**
Resolved to re-appoint the Parish Clerk as the Council's Responsible Financial Officer
- 274.18 To re-affirm acceptance of The Audit and Account Regulations 2011 (England) Regulations 2011 (SI 2011 No 817)**
Re-affirmed
- 274.19 To re-adopt the Council's Publication Scheme and confirm the Parish Council's Qualified Persons under Section 36 of The Freedom of Information Act 2000**
Re-adopted with the Parish Clerk Mr B Poole being confirmed as the qualified person.
- 274.20 To give formal approval to the Parish Clerk that he may send summons and notices to Parish Councillors and other such documentation electronically**
Formally Approved
- 274.21 To review the Members Register of interests**
- The members were reminded of their personal obligation to ensure that their personal register entry was up to date.
- 274.22 To confirm the re-appointment of Mr Terry Lewis of T P Lewis & Partners as the Council's Internal Auditor**
Confirmed that Mr Terry Lewis of T P Lewis & Partners continue to be the Council's Internal Auditor.

Resolved that a letter of thanks be sent to his office in respect of the 2014/15 audit.

274.23 To review Allotment Rents and Magazine Advertising Charges

Resolved to defer this to the Financed & Personnel Committee for further deliberation

274.24 Issues Arising from the Annual Parish Meeting – 13th April 2015

274.25 To receive and approve the Minutes of the Parish Council Meeting held on Monday 9th March 2015 and the minutes of the Adjourned Annual Meeting of the Parish Council held on the 11th May 2015

Resolved to receive as circulated the Minutes the Parish Council Meeting held on Monday 9th March 2015 and the minutes of the adjourned Annual Meeting of the Parish Council held on the 11th May 2015 which were agreed as being a correct record and were duly signed as such by the chairman

274.26 Past Subject Matters

For the purpose of report only

- | | |
|---|---------|
| (1) Matters raised by the Members of the Public | 273 |
| (i) Mr Roger Hart – Temporary Signage on the A370 | |
| The signage was amended as requested within days of the request | |
| (2) Coronation Road Car Park Boundary Wall | 272.4.2 |
| Work in progress | |
| (3) Defibrillator | 272.4.3 |
| Now concluded | |
| (4) Web Site | 272.4.4 |
| Now concluded | |
| (5) Car Park Lining | 272.4.8 |
| (6) Crash Barrier | 272.4.9 |
| Outstanding | |

274.27 Resolutions

1. To consider the whole of the village becoming a 20 mph speed limit zone

Resolved not to take any action

(Consensus was that it would been extremely difficult to police)

2. To resolve to accept Smiths of Derby quotation of £596.00 including a recent call out charge of £150.00 to repair and refit a new Electronic Control Board

Resolved to accept Smiths of Derby quotation of £596.00

274.28 Finance & Personnel Committee Report

(1) To approve the following items of expenditure for the month

(1)* EDF Energy	Electricity – Street Lighting	96.31	4.82
(2)* Mr I Findlay	Travel – March	9.90	
(3)* Mr I Findlay	Booker – Materials	24.46	4.89
(4)* MicroshadeVSM	Monthly Hosting Fee	43.00	8.60
(5)* North Somerset	Dog Bin Emptying	32.00	6.40
(6)* SSE Contracting	Lighting Maintenance	15.65	3.13
(7)* Kubixnrg	Electrical Works – Public Toilets	165.00	33.00

(8)* Intouchcrm	Monthly Licence	29.99	6.00
(9)* Strutt & Parker	Allotment Rent	72.50	
(10)*North Somerset	Domestic Rates Bill – Public Toilets	456.00	
(11)* Staff	Salaries & Expenses – March 2015	1389.08	
(12)*SSE Electric	Lighting – Public Toilets	9.63	.48
(13)*North Somerset	Dog Bin Emptying	96.00	19.20
(14)*North West Turf	Sand Supply – Playarea	80.00	16.00
(15)*Intouchcrm	Monthly Licence – April	29.99	6.00
(16)*Sage	Sage Instant Payroll Annual Subscription	135.00	27.00
(17)*Mrs M Sheppard	Hedge Cutting	15.00	
(18)*NALC	DIS Annual Subscription	108.00	21.60
(19)*Zurich Insurance	Local Council Advisory service Renewal	95.00	19.00
(20)*BT	Broadband – Coronation Hall	38.00	7.60
(21)*Staff	Salary & Expenses – April 2015	1596.02	
(22)*Mr I Findlay	Travel – April 2015	16.50	3.40
(23)*Mr S Morris	Broadband Adaptor	109.50	
(24)*Staples	Stationery	53.32	10.66
(25)*SSE Electricity	Public Toilets	9.27	.46

To retrospectively approve the expenditure items marked with an asterisk paid by way of delegated powers and to approve those invoices unmarked for payment.

Approved

(26) Microshadevsm	Monthly Hosting Fee	43.00	8.60
(27) Fountain Timber	Supply of Bark Strips	319.14	63.83
	Rustic Bench	230.77	46.15
	Delivery Charges	15.00	3.00
(28) South Bank	Plants	426.93	
(29) Staff	Salaries & Expenses – May 2015	1579.94	
(30) ALCA	Copies of The Good Councillor's Guide	28.50	
(31) Microshade	Monthly Hosting Fee	43.00	8.60
(32) SSE	Electricity – Public Toilets	9.72	.48
(33) Village Ranger	Travel – May	23.85	
(34)	Materials	25.97	5.19
(35) Bin-It	Dog Bin Emptying	68.98	13.79

To approve the listed invoices for payment

Approved

274.29 Planning Committee Report

- (1) To receive the Minutes of the Planning Committee held on the 14th April 2014 and to note the outcomes

Received and noted

274.30 Open Spaces Committee Report

- (1) To receive reports from the following brief holders

- (a) Allotments

It was noted that there was currently a ploy vacant (Upper 6)

- (b) Churchyard

It was reported that a small crack had appeared in the part of the wall that had recently been repaired

- (c) Footpaths & Bridleways

It was noted that the spring was broken on the gate at Hellenge Hill

- (d) Roads & Transport

- (e) Children's Playground

The bark has recently been replenished

- (f) Newsletter
- (g) Website
- (h) Neighbourhood Watch & Community Safety

274.31

Reports

- (1) Coronation Hall
- (2) Youth Club
- (3) ALCA
- (4) District Councillors
- (5) Village Beat Officer
- (6) Review of Policing Priorities
- (7) Chairman

- (8) The Clerk

Noted that Councillors C Findlay and I Gibson would be attending North Somerset's Planning Seminar on the 17th June 2015.

274.32

Correspondence

(1)*	North Somerset	Remittance Advice – Council Tax Allowance - £1,585.64	BP
(2)*	North Somerset	Register of Electors Amendments – Mar 15	BP
(3)*	Mr I Findlay	Time Sheets & Playground Inspection Sheet – March	BP
(4)*	NALC	Legal Briefing No LO2-15	E
(5)*	North Somerset	Election Poster – Member of Parliament	NB
(6)*	Came & Company	Spring Council Matters 2015	C
(7)*	Unity Trust Bank	Bank Statement 31/03/15	BP
(8)*	CPRE	Countryside Voice – Spring 2015	C
(9)*	CPRE	Field Work – Spring 2015	C
(10)*	SAGE	Annual Licence reminder	BP
(11)*	North Somerset	Local Elections – Nomination Form	BP
		Election of District Councillors Poster	NB
		Election of Parish Councillors Poster	NB
(12)	NALC	DIS <i>Extra</i> Issue 855 – 20/03/15	E
(13)	NALC	Local Council Award Scheme Registration	C
(14)	Rialtas	RBS – Year End and launch of Alpha	BP
(15)	SAGE	Payroll Year End Update 2015	BP
(16)	DCLG	Local Audit & Accountability Guide	C
(17)	Police	Victim of Crime- Number	BP
(18)	North Somerset	Register of Electors Amendments – April 2015	BP
(19)	Pensions	Regulator – Notification of Staging Date	BP
(20)	Grant Thornton	Year End Accounts 2015	BP
(21)	Bin-It	Dog Bin Emptying Contract	BP

Additional items received after circulation of the agenda for information purposes

(22)	North Somerset	Letter – Termination of Dog Bin Emptying	BP
(23)	NALC	DIS <i>Extra</i> – Issue 858 – 01/05/15	C
(24)	Unity Bank Ltd	Bank Statement No 32	BP
(25)	Clerks & Councils	Direct – May 2015 Issue 99	C
(26)	NSC	Register of Electors – Amendments March/April/May 2015	BP
(27)	Bin-It	Annual Waste Transfer Note	BP
(28)	Stephen & Co	Copy letter to North Somerset – Planning Application 15/P/0167/O	E
(29)	North Somerset	Update on Planning Enforcement Cases	E
(30)	NSC	Remittance Advice – Council Grant - £1585.64	BP
(31)	Smiths of Derby	Church Clock Quotation	BP
(32)	Rev S Hartree	Advice from North Somerset – Electing a Chairman	BP
(33)	Sage	Annual Licence Plan – Instant Payroll	BP
(34)	Albert Goodman	Internal Auditor's Report	BP
(35)	NSC	Parish Workshop – 17 th June 2015	E
(36)	Mr J Fowler	Casual Vacancy Application – CV	E
(37)	NALC	DIS <i>Extra</i> - 860 – 29/05/15	E
(38)	Church S/S P&P	Graves overgrown with weeds	C
(39)	Voluntary Action	Newsletter	C
(40)	NSC	Notification of Decision – Planning Application 15/P/0182/LB	C
(41)	NSC	Notification of decision – Planning Application 15/P/0631/F	C

(42)	Village Ranger	Playground Inspection Sheets and Time Sheets	BP
(43)	NSC	Register of Electors – Amendments –June 2015	BP
(44)	Nationwide	Bank Statement No 14	BP
(45)	Unity Trust	Bank Statement No 33	BP

274.33 Other Business referred to the Clerk

- (1) **To note the posting of the Notice of Appointment of Date for the Exercise of Elector’s Rights**

Noted

274.34 Date of next Meeting

Parish Council Meeting 13th July 2015 commencing at 7.30 pm.